



Green, Shannon

From: Green, Shannon
Sent: Tuesday, September 01, 2015 12:20 PM
To: Singletary, Jennifer
Subject: RE: contract for Judge Keadle

Tracking: Recipient: Singletary, Jennifer Read: 9/1/2015 1:41 PM

You can email the contract to bckeadle@gmail.com and/or fax to 304-359-2343. His home address is [REDACTED]

From: Singletary, Jennifer
Sent: Tuesday, September 01, 2015 12:17 PM
To: Green, Shannon
Subject: RE: contract for Judge Keadle

Hi, Shannon,

I'm not going to be able to get the contract to Diane today, so please get his alternate contact info for sending. And yes, he uses the same forms he finds online as before. Thank you! J

Sent from my Windows Phone

From: [Green, Shannon](#)
Sent: 9/1/2015 12:00 PM
To: [Singletary, Jennifer](#)
Cc: [Smith, Tammy](#); [Workman, Chris](#)
Subject: contract for Judge Keadle

Jennifer,

Senior Status Judge Keadle said he has talked with Tammy and once he submits his August per diem, he will meet his income maximum. He needs a contract effective today, September 1.

He is working for Judge Carl today in Hampshire County. If you have time to prepare the contract today, please email to Diane Ruckman (Judge Carl's secretary) and asked that she print & have Judge Keadle sign. Judge Keadle needs to know if he uses the same on-line travel forms once he goes on contract.

Please let me know if you are unable to send the contract to Diane today and I will give you Judge Keadle's home fax number or his wife's email address.

Thank you.

Shannon